



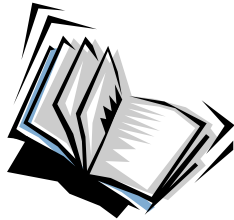
# Training Materials For Fire Safety Directors

Seattle Fire Department Fire Prevention Division

*All of the following materials are available for your use as a high rise fire safety director.*

## Teaching Guides

Teaching guides have been prepared to help you prepare and present fire prevention and safety training programs to the staff and residents of the building.



### Fire Safety for Older Persons –

To ensure that older adults have the skills to protect themselves and their homes from fire.

### Health Care Fire Safety –

To ensure that employees are knowledgeable in fire prevention and emergency response

### High Rise Floor Wardens –

To ensure the high rise floor wardens are knowledgeable about their duties and responsibilities as required by Article 193 of the Seattle Fire Code.

### Hotel Fire Safety –

To ensure that hotel employees are knowledgeable in emergency response and fire prevention.

### Workplace Fire Safety –

To ensure that employees are knowledgeable in fire prevention and emergency response in their workplace. Includes portable fire extinguisher training.

## Handouts

Master copies of the following training materials are available for your use.



### •Workplace Fire Safety

### •Floor Wardens

### •Fire Evacuation for Those Unable to Use Exit Stairs

### •Apartment Fire Safety

### •Healthcare Facilities, Fire Safety and Preparedness

### •Safety for Seniors

### •Fire Extinguishers

### •Home Fire Safety Checklist

### •Fire Evacuation in Places of Public Assembly

## Brochures

High Rise Fire Safety tips for employees are listed in a brochure designed by the Seattle Fire Department for your use. Copies are available to you free of charge in quantities up to 100.



An assortment of brochures produced by the National Fire Protection Association (NFPA) are also available in limited quantities.

## High Rise Fire Safety Director

Article 193 of the Seattle Fire Code requires that all high rise buildings have a Fire Safety Director and Alternate. Their primary responsibility is to prevent, prepare for and manage possible fire emergencies until the Fire Department arrives to assume control of the situation.

Training the staff and residents of your building is the best way to prevent and prepare for the possibility of a fire.

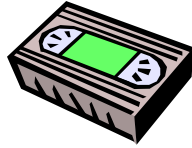


The Public Education Section of the Seattle Fire Department can assist your preparation for fire safety training within your building. If you need help deciding upon an appropriate training topic or need to borrow training materials, call (206) 386-1337.

All of the materials listed can be borrowed for three business days and are available free of charge. It is recommended that you reserve needed materials at least three weeks prior to the training date.

## Videos

All training videos are loaned out for three business days. Materials must be picked-up and returned to the office, please do not mail videos.



**Evacuation, the Employees Guide to Survival** – Informative video designed to explain the necessity of fire prevention policies and emergency evacuation procedures. (15 minutes, NFPA)

**Fire: Countdown to Disaster** – Excellent opener or support piece for any fire safety presentation. (16 minutes, NFPA)

**Fire in the Workplace** – Prevention focused video explains to employees how they can prevent the three most common causes of workplace fires. (25 minutes, Idea Bank)

**Fire Safety in Health Care Facilities** – Employees will learn about the major causes of fires and strategies for fire prevention and emergency response. (21 minutes, NFPA)

**Getting Out Alive** – Fire Department's around the country share their strategies for preparing businesses for the possibility of a fire. A sample evacuation guide is included for training purposes. (15 minutes, Idea Bank)

**Hotel Fire Alert: Employee Procedures** – Discusses common hotel fire hazards and suggested staff response to a fire emergency. (21 minutes, NFPA)

**How to Select and Safely Use Portable Fire Extinguishers** – This fast moving video reinforces the need for employees to understand how to use a fire extinguisher prior to discovery of a fire. (10 minutes, Idea Bank)

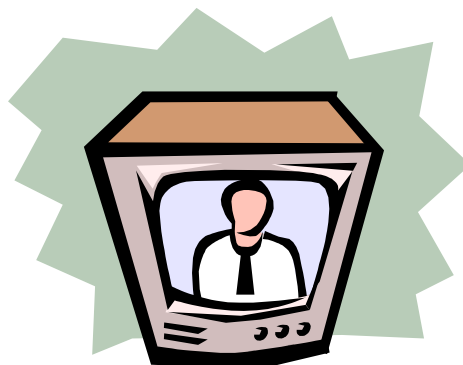
**Public Assembly Fire Safety** – A training tool for restaurants, theaters and other public assemblies. Discusses the lessons learned from past fire tragedies. (15 minutes, Idea Bank)

**Senior Fire Safety with Jonathon Winters** – Educational video using humor to introduce seniors to fire safety behaviors and remind them to be fire safe. (18 minutes, NFPA)

**Videos can also be purchased from:**

•**Idea Bank** – 1-800-621-1136  
or <http://www.theideabank.com>

•**NFPA** – 1-800-344-3555  
or <http://catalog.nfpa.org>



## Information Bulletins

Information Bulletins are produced by the Fire Marshal's Office in order to clarify requirements of the Seattle Fire Code.

The following is a list of information bulletins that may assist you in your duties as a high fire safety director.



•**High Rise Fire Drills**

•**Key Boxes for Emergency Access**

•**The Engineering Inspection Process**

•**Fire Extinguishers, Requirements for Businesses**

•**Confidence Testing, General Requirements**

•**Fire Escape Testing**

•**High Rise Fire Safety**

•**Confidence Testing, Corrections and Repairs**